

Department of Housing and Community Development
Community Development Block Grant Program (CDBG)

GRANTEE MONITORING:
14. Lead-Based Paint

Grantee: _____ Contract #: _____

CDBG Rep: _____ Date(s): _____

*** * BEGINNING WITH 2001 CONTRACTS * ***

INSTRUCTIONS:

- 1) If LBP mitigation work was done on any of the files, skip question #3, and proceed to question #4 (Housing Rehabilitation) or #5 (First Time Homebuyer Assistance) as appropriate.
- 2) If no LBP mitigation work was done on any of the files, proceed to question #3.

3. If no LBP work was performed on either rehabilitation OR acquisition homes, select two files at random and answer the following questions:		
	File #1:	File #2:
A) Was the house construction completed after 1/1/78? If yes, STOP , you are done with the LBP for this file. Provide documentation of age. Use certificate of insurance, final sign off, or occupancy date. If no, go on to Question B below.	Y N	Y N
B) Does the home meet any of the exemptions listed in Chapter 20? List exemption: If the answer is "no," this is a serious finding with potential performance consequences since LBP rules should have been followed. A visual assessment and paint stabilization must be performed. Use the Housing Acquisition checklist for proper procedure for performing a Visual Assessment, Paint Stabilization, AND clearance.	Y N	Y N

4. FOR LBP WORK IN HOUSING REHABILITATION: If LBP work was performed as part of the rehabilitation, pick one of these files and answer the following questions:

Y N	A) Does the file contain documentation of LBP notification, i.e., signed receipt of the pamphlet, "Protect your family from lead in your home?"
Y N	B) FOR RENTALS: Does the file contain documentation of receipt of the "Renter's Lead-Based Paint Disclosure?"

Y N	C) 1) If presuming LBP in a home, was the Notice of Presumption given to the residents timely, using CDBG Form LBP-1, “Visual Assessment and Notice of Presumption and Hazard Reduction Form?”
Y N Y N Y N	D) 1) If using the optional LEAD HAZARD SCREEN , does the file contain documentation of the risk assessor’s DHS certification? * 2) Is the LHS in file, using DHS form 8552? 3) Was this notice (8552) given to the residents as required? If the results of the Lead Hazard Screen was negative, then STOP , you are done with this file. If the results are positive, then a risk assessment is required. Continue to E).
Y N Y N Y N	E) 1) Does the file contain documentation of the risk assessor’s DHS certification? * 2) Is the risk assessment in file, using DHS form 8552 (Lead Hazards Evaluation Report)? 3) Was this notice (8552) given to the residents as required?
Y N	F) 1) Does the file contain documentation of the DHS certifications/training confirmation for each supervisor and worker (including sweat equity workers) working on the job site?*
Y N Y N Y N	G) 1) Does the file contain documentation of the clearance risk assessor’s DHS certification? * 2) Is the clearance report in file, using DHS form 8552? If abatement is done, ALSO need DHS form 8551, Abatement of Lead Hazards Notification 3) Was this notice (8551) given to the residents or posted as required?
Y N	H) After the work was done, was the Hazard Reduction Notice given timely (w/in 15 days of work completion to the residents, using CDBG form LBP-1, “Visual Assessment and Notice of Presumption and Hazard Reduction Form?”

***Acceptable documentation of training includes:**

- Workers performing non-abatement work may take the HUD-approved work safe class, be supervised by a DHS certified supervisor, or take the DHS certified worker class. Workers performing abatement, must be DHS-certified.
- HUD documentation of work safe training is a paper award. DHS documentation of training is copy of DHS card or check DHS website by telephone prefix: www.dhs.ca.gov/childlead/html/B40.html.
- California State Licensing Board (CSLB) does not keep LBP records and is not acceptable as documentation of LBP training.

5. FOR LBP WORK IN HOUSING ACQUISITION: If LBP work was performed as part of the acquisition, pick one of the files and answer the following questions.

NOTE: If rehabilitation other than paint stabilization is involved, complete the Housing Rehabilitation monitoring checklist above.

Y N	A) Does the file contain documentation of LBP notification, e.g., signed receipt of the pamphlet, "How to Protect Your Family From Lead?"
Y N	B) Was a Visual Assessment done using CDBG form LBP-1, Visual Assessment and Notice of Presumption and Hazard Reduction Form? If report is negative for deteriorated paint, STOP , you are done with LBP issues for this file. If the report is positive for deteriorated paint, go to C)
Y N	C) Does the file contain the "Seller's Lead-Based Paint Disclosure" notice which the seller provides to the buyer prior to making the offer? This disclosure addresses any known existing LBP and/or LBP hazards in the house and contains past LBP mitigation actions. It will also state that the purchaser has 10 days to perform a LBP inspection, or that the purchaser has waived that right.
Y N	D) 1) For paint stabilization, is there documentation of appropriate training for the workers and supervisor?*
Y N	I) After the work was done, was the Hazard Reduction Notice given timely (w/in 15 days of work completion) to the residents, using CDBG form LBP-1, "Visual Assessment and Notice of Presumption and Hazard Reduction Form?"
Y N	E) 1) Does the file contain documentation of the clearance risk assessor's DHS certification? *
Y N	2) Is the clearance report in file, using DHS form 8552?
Y N	3) Was this notice given to the residents or posted at the site as required?

***Acceptable documentation of training includes:**

- Workers performing non-abatement work may take the HUD-approved work safe class, be supervised by a DHS certified supervisor, or take the DHS certified worker class. Workers performing abatement, must be DHS-certified.
- HUD documentation of work safe training is a paper award. DHS documentation of training is copy of DHS card or check DHS website by telephone prefix: www.dhs.ca.gov/childlead/html/B40.html.
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